

September 2000

Important Health Benefits News for Benefits Administrators

Upcoming Events

SEPT

Sept. 13 ♦ Additional meetings on long-term care through Sept. 26, mainly at VDOT locations (see DHRM web site for schedule)
Sept. 22 ♦ Flexible Benefits Program Sourcebook printed

OCT

Oct. 23 ♦ Flexible Benefits Program Sourcebook distributed
Oct. 25 ♦ Tentative date for mailing Spotlight newsletter, Flexible Benefits annual enrollment issue

NOV

Nov. 1 – Dec. 1 ~ Annual enrollment for Flexible Benefit Accounts
Nov. 1 ♦ Employee self-service system, *EmployeeDirect*, introduced for Flexible Benefits annual enrollment

Published by the Office of Health Benefits,
Virginia Department of Human Resource
Management

B.A. Bulletin

EmployeeDirect Begins in November

Starting November 1, employees will be introduced to a self-service system for health benefits enrollment and information. Using *EmployeeDirect*, they will be able to dial in to a toll-free telephone number or log on directly to a specific web address.

Through the system, employees may review their health benefits, enroll in Flexible Benefits, request a health plan ID card, select user preferences and take other actions. The telephone number and web address will be published in the next issue of Spotlight. More information will be distributed to benefits administrators.

Prepare for Flexible Benefits Annual Enrollment

The annual enrollment for Flexible Benefits is almost here! From Nov. 1 to Dec. 1, employees may enroll in or discontinue Premium Conversion, and/or enroll in Medical Reimbursement and Dependent Care Reimbursement Accounts. The Spotlight issue mailed next month will provide additional information.

More Long-Term Care Meetings Set

Twelve additional employee meetings on long-term care insurance have been scheduled at VDOT and other locations throughout Virginia. For a complete list, and additional long-term care information, visit the DHRM web site (www.dhrm.state.va.us/hbenefit.htm) or the Aetna web site (www.aetnaushc.com.custom/group/commonwealthva/).

From July through September, 24 long-term care meetings were held at locations around the Commonwealth.

Mail Service Pharmacy Convenient to Use

Here are several good reasons to use the mail service pharmacy benefit under Key Advantage and Cost Alliance:

- ❶ Obtain up to a 90-day supply of maintenance drugs shipped in a cost-effective, safe and convenient way.
- ❷ Save on copayments. The mail service pharmacy saves members of Key Advantage \$8.00 and Cost Alliance members \$13.00.
- ❸ Experienced and specially trained registered pharmacists manage and operate the pharmacy.
- ❹ Sophisticated dispensing and computer systems help pharmacists fill each prescription accurately and efficiently.

Plan members may call Trigon Member Services for a brochure. For more information on the mail service pharmacy: 1-800-355-8279 or www.merckmedco.com. Members should identify themselves as Commonwealth employees.

No Retail Maintenance

In case you missed it, the retail maintenance pharmacy has been discontinued. As indicated in the April issue of Spotlight, the outpatient prescription drug benefit as of July 1 for Key Advantage and Cost Alliance includes up to a 34-day supply of drugs, a 35-90 day supply and the mail service pharmacy.

Benefits Brief....

For the Key Advantage and Cost Alliance plans, pre-authorization is no longer required for a colonoscopy as of July 1. This is the result of legislative changes and a subsequent change in Trigon corporate policy.